

Memo

To: Tom Johnston
From: Gary Werchan, Library Systems Coordinator
Date: February 5, 2010
Subject: Purchase Order for Downloadable digital media

Action Requested: The library requests to purchase \$35,000 of downloadable digital media and support services from OverDrive Inc, primarily using funds provided through a 2009 grant from the U.S. Department of Energy.

OverDrive

OverDrive is an existing vendor for the Library that provides an infrastructure for downloading digital content. The service delivers best-selling digital audio books, eBooks, music, and video for download directly from the library website. All formats are available on a single digital media delivery platform, which simplifies collection development for our staff and enhances the user experience for our customers.

OverDrive is a sole source vendor and has acquired digital rights with many suppliers including BBC Audiobooks, PBS, Books on Tape, Brilliance to name a few. OverDrive is one of the largest downloadable media distributors in the world.

For the 2010 budget year, the services from OverDrive consist of two parts. A total of \$30,000 will be used to purchase downloadable materials in the various formats described above. A total of \$5,000 will be paid to OverDrive for website hosting, software updates, technical support, and staff and patron training,

Funds for the purchase of these downloadable items will come from the Department of Energy Grant awarded to the City of Frisco last summer. One of the approved projects for this grant is the purchase of \$75,000 of downloadables. We plan to spend \$30,000 of the grant with OverDrive and the remainder with other suppliers. The purchased will be charged to 26565280-62550-88073 in accordance with instructions from Stacy Brown, grant manager. The \$5,000 in support and training costs will be expended from the Library Technical Services account, and is already budgeted for this purpose.